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DD/S
57-2212

JUL 10 1957

MEMORANDUM FOR: Acting Deputy Director (Support)

SUBJECT: Delegation of Authority for Procurement of
Air Conditioning Units [redacted]

REFERENCES:

(a)
(b)

1. This memorandum is for information only.

2. Limited authority for the procurement of air conditioners for use in the field was delegated to the DD/P on 24 April 1957. Reference (a) redelegated this limited authority to the Chiefs of Operating Divisions who, in turn, were authorized to redelegate to the Chiefs of specified Stations and Bases. Reference (b) is the instrument by which the Chief, FE Division forwarded his redelegation to those FE Stations and Bases which met the established criteria. A dispatch similar to reference (b) is now being prepared by the Chief, NEA Division.

3. The following information is submitted to indicate the limitations which were established by the original delegation to the DD/P, and which, in turn, have been reflected in the redelegations to the Chiefs of Stations and Bases:

a. The restrictions contained in the [redacted] Handbook on air conditioners [redacted] must be met as well as additional criteria established by the delegation to the DD/P.

b. Delegations of Authority by a Chief of an Operating Division to Chiefs of specified Stations and Bases are to be coordinated with the Office of Logistics. The list of Stations and Bases to receive such authority was prepared based on information furnished by the Office of Logistics with regard to climatic criteria.

c. Authorization for local procurement is limited to a price equivalent to Headquarters price, plus handling and transportation.

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Units

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4. I believe the present procedure will work properly, and that the responsibility for administration of this portion of the air conditioning handbook is being placed where it should be; namely, the Chiefs of Stations and Bases.

5. Approval for large units and units for offices, administrative space, etc., are still subject to Headquarters approval, both as to requirements and design features.

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JAMES A. GARRISON
Director of Logistics

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